

Request for Records Disposition Authority

Records Schedule Number DAA-0095-2018-0001
Schedule Status Approved

Agency or Establishment Forest Service
Record Group / Scheduling Group Records of the Forest Service
Records Schedule applies to Agency-wide
Schedule Subject Laws, Regulations and Orders
Internal agency concurrences will be provided No

Background Information In accordance with the Forest Service motto "Caring for the Land and Serving People," the Agency analyzes pertinent laws, regulations, and orders, and then proposes rules that support the Agency's mission.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0095-2018-0001

Sequence Number	
1	Laws, Regulations, and Orders
1.1	Regulations Management Disposition Authority Number: DAA-0095-2018-0001-0001

Records Schedule Items

Sequence Number	
1	Laws, Regulations, and Orders
1.1	Regulations Management
	Disposition Authority Number DAA-0095-2018-0001-0001
	Includes general correspondence related to Office of Management and Budget review of rules and departmental directives on procedures on rule making; correspondence not related to a specific rule proposal; includes letters with notification of new laws, regulations, and orders; letters interpreting or clarifying new and existing laws, regulations, and orders.
	Final Disposition Temporary
	Item Status Active
	Is this item media neutral? Yes
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No
	GRS or Superseded Authority Citation N1-095-10-004 / 1 N1-095-10-004 / 3
	Disposition Instruction
	Cutoff Instruction End of fiscal year or when case file closed (as appropriate)
	Retention Period Destroy 10 year(s) after cutoff
	Additional Information
	GAO Approval Not Required

Agency Certification

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
02/22/2018	Return to Submitter	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
02/22/2018	Certify	Monica McGee	Records Officer	Forest Service - WO - ORMS - CRM
08/21/2018	Submit for Concurrence	Carla Simms	Archives Specialist	National Archives and Records Administration - Records Management Operations
08/22/2018	Concur	Kate Flaherty	Appraiser	National Archives and Records Administration - ACRA
08/29/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
08/30/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist